

**Concordia University  
Faculty of Commerce and Administration  
Faculty Council  
Friday, April, 3, 1998  
M i n u t e s**

**Present:** M. Anvari (Chair)  
D. Acland (Acco.), A. Ahmad (Finance), K. Argheyd (Mana.), T. Badawi (CASA), C. Bayne (DS&MIS), S. Betton (Finance), A. Brodt (Finance), J. Craighead (Acco.), Z. Gidengil (Mktg.), J. Hall (Mana.), L. Healey (Reg.), S. Hoffman (Lib.), B. Hughes (CGSA), A. B. Ibrahim (Assoc. Dean), J. E. Jans (SoGS), G. Kanaan (Acco.), R. A. Long (Acco.), J. McGuire (Assoc. Dean), G. Martin (Comp.Sci.), D. Nizzola (CASA), D. Otchere (Econ.), J. J. Segovia (Acco.), P. Surpris (CASA), M. Thakor (Mktg.), M.-F. Turcotte (Mana.), H. Warsame (Acco.)

**Absent with regret:** G. Fisher, D. Franklin

**Guests:** C. Cogger (CSU), C. Hyde (Assoc. VR), H. MacKenzie (CLD), O. Rovinescu (CLD), D. Rowsell (CASA), P. Sévigny (Mana.), D. Szpiro (Acco.)

**I Call to Order**

The meeting was called to order at 09:35.

**II Closed Meeting**

**III Open Meeting**

**IV Approval of Agenda - CAFC-98-03A**

*It was moved by H. Warsame and seconded by A. Ahmad that the agenda be approved with the following amendment: move item XV.1 to position VIII. 3*

*The motion was carried*

*unanimously.*

**V Approval of the Minutes - CAFC-98-02M**

*It was moved by J. Hall and seconded by Z. Gidengil that the minutes be approved with the following amendment: Item VI, page 2, second paragraph, replace the name Bill Oppenheim with Mel Hoppenheim.*

*The motion was carried unanimously.*

**VI Chair's Remarks and Question Period (15 minutes maximum)**

The Chair welcomed J. McGuire, newly appointed Associate Dean, Graduate Programs, Research and Program Evaluation. With regard to space planning for the Faculty, he advised that according to the handout distributed to Council members, the Faculty at present occupies only 53% of the amount of space allocated by Quebec space norms. The Faculty of Commerce and Administration has traditionally not been allocated enough space. With regard to unrestricted Capital Campaign Funds, as mentioned in Dr. Taddeo's presentation of February 13, he asked Council members to assist him by developing initiatives and projects to ensure that the Faculty obtains a fair share of the donations.

He announced that the Graduating Class Fund which is raised by the Advancement Office from students graduating from the Faculty has recently been allocated: \$5,000 for the Commerce Games, \$3,000 for the MBA Case Competition and computer upgrading for the CGSA, \$2,000

for the Faculty of Commerce and Administration Placement Centre, and \$1,662 for student initiatives to be administered by the Dean. He also announced that Ms. Cherine Zananiri has been appointed Director of the Faculty of Commerce and Administration Placement Centre. With regard to faculty recruitment, he advised that an upward trend in the market salaries is making it difficult to attract and retain quality academics; the Faculty is unable to compete with salaries now being offered by McGill University.

The Chair reported that the CUFA agreement is soon expected to be ratified. In the meantime, it has been agreed that the process of performance evaluation leading to the career development increment and merit begin now. In closing, he announced that enrolment has increased substantially from last year owing to the effect of AACSB accreditation and the efforts of Dr. Morin and her staff: April 1997 - 7 foreign students accepted, April 1998 - 72 foreign students accepted; April 1997 - 350 undergraduate domestic students accepted, April 1998 - 670 undergraduate domestic students accepted. The main concern is to ensure that the Faculty has the resources to accommodate the needs of students while maintaining the quality standards of the AACSB.

In response to a question about resources related to the AACSB accreditation standards, the Chair confirmed that the AACSB would review the operation of the Faculty in 2001 when their two major concerns will have to be addressed: (i) the continuous reduction of the Faculty budget, (ii) the ability to maintain full-time to part-time faculty ratios.

*It was moved by C. Bayne and seconded by J. Craighead that the Senior Administration of Concordia University be informed of the Faculty Council's strong concern that reduced budgets would prevent faculty recruitment and the ability to assure the quality of the programs offered thereby endangering the AACSB accreditation.*

*The motion was carried unanimously.*

A discussion ensued about the relocation of copy services to the 6th floor in the conference room in the Accountancy Department area.

*It was moved by J. Craighead and seconded by C. Bayne that the Senior Administration of Concordia University be informed of the Faculty Council's strong concern about the lack of space provided for day-to-day operations which impede future developments in accordance with the Faculty of Commerce and Administration Academic Plan 1998-2000.*

*The motion was carried unanimously.*

## **VII Faculty Council Elections**

### **1. Nomination process for Faculty-wide elections.**

This item will be discussed at the Council meeting on May 8, 1998.

## **VIII Business Arising from Previous Meeting**

### **1. Proposed Student Charter of Rights - CAFC-98-01A-05, CAFC-98-01M - page 9 and CAFC-98-02A-02, CAFC-98-03A-04**

*It was moved by J. Hall and seconded by A. Ahmad that Faculty Council grant speaking privileges to Christine Cogger, President, CSU.*

*The motion was carried unanimously.*

C. Cogger reported that the vote at Senate will take place on May 8, 1998.

A lengthy discussion ensued during which the following suggestions and comments were noted:

- .change the title to Charter of Rights and Responsibilities
- .2.8 - delete "all"
- .4.1 and 4.2 are contentious - delete; the danger of the student evaluation tool being flawed was explained
- ..revise 2.5 to include learning objectives and the sequencing of the materials and concepts; it was noted that introductory courses do not usually have "recommended readings"
- .include a listing of student responsibilities
- .2.10 is not always possible
- .4.1 - the Chairs in the Faculty of Commerce and Administration do not have access to the evaluation forms
- .the title should remain, the chief right of faculty is tenure. The rights of full-time faculty, part-time faculty and full-time staff are protected by collective agreements.
- .3.3 - may be legally problematic
- .2.10 impinges on academic freedom and would seriously affect the way courses are designed and delivered
- .4.2 would interfere with the University evaluation process
- .students should be accountable for evaluations and sign evaluation forms
- .the need for the charter of rights is based on past abuse
  - .students do not take the formal evaluation seriously because they have no access to the results
  - .it is proposed that a committee consisting of representatives from faculty, staff and the LDO assist the students in designing a valid and reliable evaluation tool
  - .the intention of the students is to produce a document in principle incorporating the input of faculty members, staff and students
  - .assistance in drafting specific student responsibilities to be included in the document would be welcomed by the students

*It was moved by A. Ahmad and seconded by A. Satir that Faculty Council endorse the Proposed Student Charter of Rights, CAFC-98-03A-04.*

As a point of clarification, the Chair emphasized that the vote applies to document CAFC-98-03A-04 as is. The CSU has advised the University community that there would be no further revisions to the document.

*It was moved by A. Brodt and seconded by S. Betton that the motion be amended to state that the Faculty Council endorses the document in principle in the belief that students have rights and responsibilities however the Faculty Council does not endorse each and every clause contained therein.*

The mover and the seconder accepted the amendment.

It was suggested that the motion identify the specific articles of concern to Council members.

*It was moved by G. Kanaan and seconded by Z. Gidengil that the document be tabled to give the students the opportunity to revise the document which could*

*be reconsidered at the next meeting of Faculty Council prior to the May 8th Senate meeting.*

*The motion was defeated.*

It was suggested that two motions be considered, one which supports the students having a Charter of Rights and one which disagrees with the current proposal. Strong objection to endorsing the proposed charter in principle was raised by one member of Council.

It was moved by S. Betton and seconded by H. Warsame that the agenda be amended as follows: ...that Faculty Council endorses in principle the Proposed Charter of Student Rights and Responsibilities, CAFC-98-03A-04. Notwithstanding the support for a Student Charter of Rights, the Faculty Council withholds endorsement of each and every clause objecting specifically to the following articles: 2.5, 2.6, 2.10, 3.3, 4.1, 4.2

*A vote was taken for the amendment proposed by S. Betton. The motion was carried (16 in favour, 7 opposed, 3 abstentions)*

*A vote was taken for the amendment proposed by A. Brodt. The motion was carried (21 in favour, 5 opposed, 1 abstention)*

*A vote was taken for the main motion proposed by A. Ahmad.*

As a point of clarification, the Chair stated that this vote gives the choice between agreeing to all the amendments or rejecting the document.

*The motion as amended was carried (21 in favour, 4 opposed, 1 abstention)*

**2. Criteria and process for Honourary Doctorates and FC&A Awards of Distinction - CAFC-98-02A-01**

*It was moved by J. Craighead and seconded by K. Argheyd that Faculty Council grant speaking privileges to the Honorable Pierre Sévigny and Associate Vice-Rector C. Hyde. The motion was carried unanimously.*

The Chair reported that the Honourary Degrees are decided upon by the Board of Governors. In 1989 the Board requested the assistance of the Faculty Councils and in 1987 and 1988 respectively, Faculty Council adopted motions giving P. Sévigny the mandate to strike a standing committee for the selection of the Awards of Distinction and the Honourary Doctorates. The Chair also explained the process followed by the committee: the committee requests nominations from faculty members; after the committee has considered the nominees, their recommendations are forwarded to Faculty Council, then to the Graduation Ceremonies Committee, Senate and the Board of Governors.

P. Sévigny reported that the criteria for the nominees include: service to or influence in the field of business and service to the wider community at large, the outstanding career of the individual, activity in Montreal, fair representation of

women and cultural groups in the business community. Other factors include an affiliation with the University or the potential contribution the individual could make to the University community. The differences in the criteria for the Honourary Doctorate and the Awards of Distinction are that the Honourary Doctorate is generally awarded to an individual at the twilight of his/her career and frequently to an individual who is more active on a national or international level.

C. Hyde reported that the Awards program has increased the awareness of Concordia University in the business community while cultivating support for the Faculty and University. He suggested that more involvement by the faculty on the Awards Committee would be welcomed.

During the ensuing discussion the following concerns were identified:

- .Faculty Council acts as a rubber stamp process having thirty minutes to review a large amount of documentation
- .Awards are frequently given to candidates who have received many other honours
- .Too much information is given to Council members with too little time allotted for decision making
- .The criteria could be improved upon
- . Identical criteria for both the Honourary Doctorates and the Awards of Distinction was questioned

The following suggestions were made

- .have the documents available in the Office of the Dean for review by Faculty Council members one week before the Faculty Council meeting
- .arrange a presentation at the Council meeting which includes for each nominee the identification of the factors applied, the weighted value of the factors and a summary of each candidate's strengths and weaknesses
- .add to the criteria: (i) identify the potential of the nominee to enhance the mission of the Faculty and the University, (ii) identify the potential of the nominee to serve as a role model
- .improve communications with committee members, establish a quorum for meetings and schedule meetings taking into consideration committee members' teaching schedules
- .encourage faculty participation in the nomination process by placing the onus on the Department and/or Programs to submit names
- .the original criteria for the Faculty Awards should be retrieved

It was agreed that:

- . Documentation would be made available one week prior to the Faculty Council meeting
- .Scheduling of committee meetings will be improved
- .A transparent criteria for the Faculty Awards will be developed
- .Weighted factors for each nominee will be presented to Council members
- . All other suggestions will be taken into consideration

**IX Report: Undergraduate Programs, Academic and Student Affairs**

There was no report.

**X Report: Graduate Programs, Research and Program Evaluation**

There was no report.

**XI Report: External Affairs and Executive Programs - There was no report.****XII Report: Administrative Affairs and Human Resources**

A. B. Ibrahim reported that the part-time collective agreement has been ratified and department Chairs will soon submit their computer needs.

**XIII Reports from Faculty Representatives on University Committees**

1. **University Senate** - There was nothing to report.
2. **Arts and Science Faculty Council** - There was nothing to report.
3. **Senate Academic Planning and Priorities**  
A. B. Ibrahim reported that discussion concerned P. Marois' paper about teaching vs research
4. **Senate Academic Programs Committee** - There was no report.
5. **Senate Research Committee** - There was no report.
6. **Senate Academic Services Committee** - There was no report.
7. **University Library Committee**  
S. Betton reported that the new Director of the Library will start May 1st.
8. **Undergraduate Scholarships and Awards Sub-committee** There was no report.
9. **Computer Resources Committee** - There was no report.
10. **Board of Governors** - There was no report.
11. **Council of Graduate Studies** - There was no report.

**XIV Reports from Student Associations****1. C.A.S.A. Report**

D. Nizolla reported that Pulse News covered the students serving a meal at the Old Brewery Mission and will also cover the CASA charity drive to be held April 9.

*It was moved by D. Nizolla and seconded by C. Malatesta that speaking privileges be granted to Darrin Rowsell. The motion was carried unanimously.*

D. Malatesta reported that CASA in collaboration with the CIT will conduct an in-class survey next week to determine the number of students who have their own computers. He asked that faculty allow CASA approximately ten minutes of class time to administer the questionnaire.

D. Rowsell underlined the value of Commerce Games in promoting the Faculty of Commerce and Administration as evidenced by the strong media interest when Concordia brought home the gold in 1996. He asked the Chairs of each department to inform their members of the importance of the event to the University, the Faculty and the students and to encourage them to coach the students. D. Rowsell will forward details about the Commerce Games to each Chair which will facilitate their discussions with faculty members.

**2. C.G.S.A. Report**

Brent Hughes reported that the new executive has been elected for the term beginning



May 1, 1998. He also reported that in cooperation with CASA, the CGSA will be seeking external funding to provide updated equipment for the computer lab.

**XV     New Business**

1.     **Proposed adjustments to the Commerce and Administration Course Evaluation Questionnaire - CAFC-98-03A-02, CAFC-98-03A-02(i), CAFC-98-03A-02(ii), CAFC-98-03A-02(iii)**

Due to the lack of time available for discussion and the expectation of an analytical report on the proposed evaluation questionnaire from the Management department, it was agreed that the item be tabled, with appropriate apologies to O. Rovinescu and H. MacKenzie.

*It was moved by A. Ahmad and seconded by G. Kanaan that a sub-committee of Faculty Council be struck comprised of five professors and two students elected by Faculty Council with the mandate to prepare a summary document containing: (i) what are the driving objectives and principles for the design of the student evaluation questionnaire (ii) what are the major findings from seminal work done on student evaluation questionnaires (iii) highlights of substantive suggestions for improvement from each department and student bodies and (iv) summary recommendations for Council to consider taking into account the above items.*

It was suggested that discussion of the motion also be postponed until the next meeting of Council. It was pointed out that the proposed committee would need a considerable amount of time to prepare for the Centre for Teaching and Learning Services' deadline of September 1998. The mover of the motion explained that the purpose of the motion was to facilitate a more informed discussion at the next meeting and agreed to amend the proposed composition of the committee if it is the desire of Council members.

*It was moved by J. McGuire and seconded by Z. Gidengil that the motion be tabled.  
The motion was carried (13 in favour, 6 opposed, 1 abstention)*

It was agreed that the Chairs be prepared to nominate a department member to the proposed committee at the May 8th meeting of Council.

2.     **Teaching Philosophy Booklet - CAFC-98-03A-03**

D. Malatesta explained that in an effort to assist students asking for guidance in selecting professors, CASA proposes to produce a booklet containing faculty names, areas of teaching, classes taught, teaching philosophy, teaching methods and a photo. He asked that Faculty Council be aware of the proposed information form which would be distributed to faculty to be completed on a voluntary basis.

It was suggested that CASA focus on gathering course outlines which would provide more information, reconsider the value or feasibility of a three-line teaching philosophy and conduct some research as to the outcome of CASA's past effort to obtain faculty C.V.s for student reference. After further discussion it was generally agreed that CASA proceed to distribute the proposed document for completion by faculty on a voluntary basis.

**XVI Other Business**

*It was moved by J. Hall and seconded by D. Otchere that the meeting be adjourned.  
The motion was carried unanimously.*

The meeting was adjourned at 12:50.

The next regular meeting of Faculty Council will take place on Friday, May 8, 1998 in room GM403-2 beginning at 09:30.